

# 2016 4Runner Pre-Delivery Service (PDS)

**Service Category** General

**Section** Pre-Delivery Service

**Market** USA

Toyota Supports  
 ASE Certification 

## Applicability

YEAR(S)	MODEL(S)	ADDITIONAL INFORMATION
2016	4Runner	

## Introduction

Pre-Delivery Service (PDS) is a critical step in satisfying your dealership's new car customers. Customer feedback indicates the following areas deserve special attention when performing PDS:

- Careful inspection for paint chips/scratches and body dents/dings.
- Proper operation of electrical accessories (including interior light, clock, and radio reset).
- Interior cleanliness.
- Proper function of mechanical systems.

Customer retention and proper maintenance of vehicles has been a major focus for Toyota and Scion. To help remind customers that regular oil changes are essential to the proper maintenance of their vehicle, dealers are required to begin installing a first oil change reminder sticker prior to delivery. By doing this, customers will be reminded to return to your dealership for their first oil change. Your current oil change reminder sticker may be used. (See PDS Check Sheet item 11 of "Final Inspection & Cleaning.")

A new PDS [Check Sheet](#) has been developed for the 2016 model year 4Runner. Some check points have been added, expanded, or clarified. **Bulletins are available for items in bold type.**

## Warranty Policy

If the need for additional repairs or adjustment is noted during the Pre-Delivery Service, the required service should be performed under warranty. Reimbursement will be managed under the warranty policy.

**The Warranty Policy and Procedures Manual requires that you maintain the completed PDS check sheet in the customer's file.** If you cannot produce a completed form for each retailed vehicle upon TMS and/or Region/Distributor audit, the PDS payment amount will be subject to debit.

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Warranty Policy (Continued)

An additional Repair Order completed in conjunction with normal PDS must have time punch/flags for service. If multiple repairs are performed, separate time flags must be punched for each repair.

### Warranty Information

OP CODE	DESCRIPTION	TIME	OFF	T1	T2
001013	Pre-Delivery Service (PDS)	1.1	-	-	-

### Required Tools & Equipment

REQUIRED EQUIPMENT	SUPPLIER	PART NUMBER	QTY
Techstream 2.0*	ADE	TS2UNIT	1
Techstream Lite		TSLITEPDLR01	

\* Essential SST.

#### **NOTE**

- Only ONE of the Techstream units listed above is required.
- Software version 10.20.030 or later is required.
- Additional Techstream units may be ordered by calling Approved Dealer Equipment (ADE) at 1-800-368-6787.

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Before Inspection

When performing new car Pre-Delivery Service, install Short Pin before moving vehicle from storage lot so that Functional Operation checks can begin as soon as vehicle is moved into the service stall.

1. **Install Short Pin** – [see check sheet](#)

### Functional Operation

Apply parking brake and cycle ignition “IG-ON,” place gear selector in reverse, turn on lights and rear defogger. Unlock all doors, release fuel door, release luggage compartment hatch.

1. Check dome, courtesy, map, and sun visor lights\*
2. Check warning/indicator lights, gauges, and horn
3. Check windshield wipers and washers
4. Check headlights, instrument lights, turn signals, emergency flashers, and brake lights
5. Check inside/outside rear view mirror operation/adjustment
6. Check cigarette lighter\* and power outlets

Check the power outlet using an electrical accessory designed for this use.

7. Check sliding roof\*
8. Check audio/navigation\*/backup camera\* systems and set clock  
For navigation, set the destination search area to local position.
9. Check auto-running boards\*
10. Install shift-lock override button cover

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Walkaround Inspection

Starting at the left front door, check window and door lock operation and the operation of all power windows and door locks from master power switch, on vehicles so equipped. While walking around the vehicle in a counterclockwise direction, open the left rear door and check operation of window regulator and door lock, and set child safety door locks to the normal (unlocked) position. Assure tightness of interior garnishes and check seat belts. Inspect luggage compartment contents and lights at the rear of the vehicle. Repeat checks at the right rear door. Inspect the right front door window regulator, lock operation, and garnishes. Check seat and seat belt operation. Continue on around to the front of the vehicle, checking the lights.

1. **Check Smart Key System\*** – [T-SB-0024-14](#)
2. Check door and door lock operation, including each wireless remote control/theft deterrent system\*
3. Check window operation
4. Check that engine starts with all keys
5. Check that child safety door locks are in normal (unlocked) position
6. Check seats and seat belt operation
7. Check rear defogger/rear view mirror defogger\*
8. Check side marker, tail, backup, and license plate lights
9. Check luggage compartment light\* and trim appearance
10. Check jack and tool installation
11. Check headlight aim

Refer to the Repair Manual for procedures.

### Under Hood

1. Check engine oil level
2. Check brake and power steering fluid levels  
Visually inspect using see-through reservoir.
3. Check engine coolant level
4. Check windshield washer fluid level

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Under Hood (Continued)

5. **Check battery state-of-charge using Digital Battery System Analyzer**

Refer to Service Bulletin No. [PG001-06](#), "Battery Maintenance for In-Stock Vehicles & Pre-Delivery."

**NOTE**

Battery SOC should be a minimum of 75%. Please enter the SOC Reading on the space provided on the check sheet and attach the printout to the check sheet.

6. Inspect for fuel, oil, coolant, and other fluid leaks

### Under Vehicle (On Hoist)

1. **Remove disc brake anti-rust covers/anti-corrosion wheel film\*** – [PD017-04](#)

Visually inspect rotors for rust.

**NOTE**

For best rotor rust prevention, retain wheel film on vehicle until just prior to customer delivery.

2. Inspect tires for defects/damage

3. **Activate Tire Pressure Warning System (TPWS)** – [T-SB-0081-14](#)

4. Install wheel covers/caps/spare tire wheel covers\*

5. Inspect for fuel, oil, coolant, and other fluid leaks

6. Inspect under the vehicle for damage, rust, etc

7. Visually check bolts and nuts on chassis and powertrain for looseness

8. Install rubber body plugs (stored in glove box or center console)\*

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Road Test

A complete road test helps assure customer satisfaction. Drive vehicle over a variety of road surfaces and driving conditions. Check for unusual noise and driving performance.

1. Check cold engine operation

Check starting and fast idle operation performance.

2. Check engine operation during warm-up

Check engine operates smoothly during warm-up.

Check for unusual noise, engine vibration, rough idle, etc.

3. Check engine at normal operating temperature

Check engine performance over a broad range of driving conditions, including idle quality, acceleration, cruise and deceleration.

4. Check automatic transmission operation

Check automatic transmission operation, including operation in each range, neutral start switch, and shift lock system.

5. Check brake and parking brake operation

Check brake function, including unusual noise, parking brake performance, and all related brake system indicator lights.

6. Check steering operation and off-center/vehicle pull/flutter

Check steering function.

Check steering off-center/vehicle pull/flutter.

7. Inspect for abnormal noise and vibration

8. Inspect for squeaks and rattles

9. Check front and rear\* heater and A/C operation

10. Check cruise control operation\*

Check cruise control, including On-Off switch, "SET/COAST," "RESUME/ACCEL." And "CANCEL" functions.

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Road Test (Continued)

11. Check front seat heater/ventilation operation\*
12. **Set/calibrate compass\*** – [see check sheet](#)

### Final Inspection & Cleaning

1. Remove interior protective covers, unnecessary labels, tags, etc. (Remove protective covers just before delivery to the customer)

Remove plastic covers from door panels, seats, head restraints, and sun visors, as required. Remove labels, tags, and stickers (except those containing owner information).

**NOTE**

**Consumer information labels, such as airbag information warning and bumper information labels, MUST be left on the vehicle until delivery to a retail customer.**

2. Visually inspect all interior parts for installation, damage, fit, dirt, etc.
3. **Verify floor mat application and install using retaining clips\*** – [T-SB-0029-14](#)
4. Verify green light is illuminated on SOS (Safety Connect) button\*
5. Remove Rapgard™ and clear protective bumper film\*  
Ensure that ALL residue is removed.
6. Wash and clean vehicle
7. Inspect paint finish for scratches, chips, rust, dents, damage, etc.
8. **Install front bumper lower side support** – [see check sheet](#)
9. **Install roof rack leg covers and cross bars\*** – [T-SB-0059-15](#)
10. Inspect exterior body parts for proper installation, damage, rust, etc.
11. Place oil change sticker on inside of windshield, top left corner

Complete the mileage or date recommendation and apply the oil change reminder sticker to the inside of the windshield, top left corner. You may use your current oil change reminder sticker.

## 2016 4Runner Pre-Delivery Service (PDS)

---

### Final Inspection & Cleaning (Continued)

12. **Install front license plate and mounting bracket\*** – [see check sheet](#)
13. Place Owner's Guide and first aid kit portfolio\* in glove box
14. Perform Techstream Health Check

Perform Health Check to ensure that diagnostic trouble codes are not present. Health Check results can be printed for the customer at delivery, or for the dealer file, using the Diagnostic Report function.

\*Inspect or install when equipped or required